

PASTG News Notes - July 2001

Meeting for MWA Program Support Personnel

"A Commitment to Excellence for the 21st Century", a meeting for MWA Program Support Personnel was held June 18-22, 2001 at the Stoney Creek Inn, Peoria, IL. This highly successful meeting provided an opportunity for participants to meet with other support personnel in the Midwest Area, to network, and to exchange ideas and information. The breakout sessions allowed the participants to meet Area and Headquarters personnel and to ask questions face to face. Special thanks go to Dr. Hewings, Dr. Cole, Dr. Nelsen, and Diane Strub, for their sponsorship and participation; to speakers: Marilyn Paul, Sue Shrout, JoAnn Giamette, Caryl Romine, Marie Bishop, Paula Snell, Alice McCain, Doris Meinke, Linda Theesfeld, Debbie Bitner, Jan Overton, Deb Agee and Dr. Peter Johnsen from MWA. Additional thanks go to James Bradley, Human Resources Division, Cathy Lonaberger, Secretary to Dr. Horn, Dave Carter, Special Programs and Projects Manager USDA-ARS (AFM), and recently retired Marva Nesbit, for their efforts in making this meeting an enjoyable event. Overall surveys rated the meeting very highly and demonstrated the need for a future meeting.

Changing Faces in the MWA

Lisa Gettinger

Lisa Gettinger is our new Office Automation Assistant. You may remember Lisa from the Program Support Personnel Meeting held in June as one of the Moderators. Lisa recently moved here from Missouri and has a Bachelor's Degree in Business Management. She graduated Magna Cum Laude in 1998 from Southeast Missouri State University. Lisa is newly married and likes to travel back to Ste. Genevieve, Missouri to visit family and friends whenever she can. She enjoys all sorts of outdoor sports, anything from tennis to fishing. She also enjoys reading, baking, decorating, and traveling.

Mike Horn

Mike Horn, Area Budget Technician, MWA has been selected to fill the position of Personnel Assistant for the National Center for Agricultural Utilization Research, Peoria, IL. Mike came to the Center from the Area Budget Technician Position which he had held since August, 1999. Mike started with ARS, December of 1988 after a six year tour with the United States Army. Mike was Supply Sergeant for the 724th Transportation Unit, stationed in Peoria, IL. After leaving the Military, Mike started as the Clerk Typist for the Area Administrative Office. Mike received a promotion to a GS-6 Office Automation Assistant as a result of the diverse nature of his role in assisting with the various sections in Administrative Management. In October of 1994, Mike accepted the position of Secretary, for the Area Administrative Officer which he held until he was selected as the Area Budget Technician in 1999. NCAUR welcomes Mike to his new position.

Melanie Mitchell

Melanie Mitchell graduated from Nevada High School in 1991 and Des Moines Area Community College in 1994 with an AA degree. She then started working at Donnelley Marketing in Ames as

a Client Operations Specialist. She worked there for 6 «« years before beginning work in March 2001 as an Office Automation Clerk at the National Soil Tilth Laboratory in Ames, IA. Melanie lives in Nevada, IA and enjoys reading, taking walks and going to movies.

Lisa Roemer

Lisa Roemer is the new Budget Analyst. Lisa has a BA degree and comes from the Small Business Administration in Chicago with an extensive background in budget operations, including utilizing the Federal Financial System (FFS) for the SBA. FFS is the core of the FFIS being implemented throughout ARS this October. Prior to the SBA, Lisa was with the Dept. of Public Works, US Military Academy, West Point, NY and the Financial Management Division, U.S. Army, Heidelberg, Germany. Lisa's husband, Joachim, is a CNA who is working towards a bachelors' degree as an RN. She has 2 children Viktoria and Patric. She likes to travel, read, do artwork, needlework, weaving, and she also collects miniatures.

RMIS Redesign by Georgetta Stonewall

Many people have asked what the status is of the RMIS redesign (now named ARIS). If interested you can check out the RMIS Redesign website at www.npstaff.ars.usda.gov/ars_mis/ or to see the latest recommendations on what changes should be made to the forms in the old RMIS go to www.npstaff.ars.usda.gov/ars_mis/finalrap0301.htm. I especially like the suggestion that has been made for ARS-115s. When you choose the contact person, the rest of the contact information will automatically be imported (phone #, etc.). Another useful suggestion is the ability to save to a folder incomplete entries for later completion. If you read the suggestions that have been made and have one of your own, please feel free to send it to me at stonewal@mail.ncaur.usda.gov.

Brains, like hearts, go where they are appreciated.

-- Robert S. McNamara, former U.S. Secretary of Defense

Suggested Reading Material by Lonajean Strickland

- Healthy Living (A Practical, Inspirational Guide to Creating Balance in Your Life)
Authors: Joan Lunden and Laura Morton
- Time Management From the Inside Out (The Foolproof System for Taking Control of Your Schedule and Your Life)
Author: Julie Morgenstern
- Secrets About Life Every Woman Should Know (Ten Principles for Total Emotional and Spiritual Fulfillment)
Author: Barbara De Angelis, Ph.D.
- Do What You Are * (Myers-Briggs Type Information)
Authors: Paul and Barbara Tieger, 1995, Little Brown & Co.

I have recently read the first three books listed above and would recommend them to anyone who enjoys reading. I thoroughly enjoyed each one and discovered information that I have already or am planning to incorporate into my personal and professional life. We deal with so many variables on a daily basis that I believe it can only help to listen to another's perspective or try to gain new insight in just about every area of our lives. We need to learn to take time for ourselves and relax a little. For those of you who may not get a chance to read any of the above mentioned books I will share with you the ten principles for total emotional and spiritual fulfillment from "Secrets About Life Every Woman Should Know" (this is applicable to everyone, not just women):

Everything You Need to Be Happy Is Inside of You

- . The Purpose of Life Is for You to Grow into the Best Human Being You Can Be
- . Change Is Inevitable, So Stop Resisting and Surrender to Life's Flow
- . All Obstacles Are Lessons in Disguise Honor Them and Learn From Them
- . Your Mind Creates Your Experience of Reality, So Learn to Make Your Mind Your Friend
- . Fear Will Steal Your Aliveness Make Your Courage Bigger Than Your Fear
- . You Must Love Yourself Before You Can Truly Give Love or Receive Love from Anyone Else
- . All Relationships Are Your Mirrors and All People Are Your Teachers
- . True Freedom Comes from How You Respond to Life and Not from What Life Does to You
- . Whatever the Question, Love is the Answer

I have yet to read "Do What You Are" but it was highly recommended to me and it will be the next book I read.

"It is futile to wish for a long life, and then to give so little care to living well."

Thomas A. Kempis

Helpful Websites (ARS RELATED SITES):

ARS Home Page

<http://www.ars.usda.gov/>

ARS News and Information

<http://www.ars.usda.gov:80/is/np/shopcartintro.html>

CARE (Consolidated Assistance,
Review and Evaluation)

http://www.afm.ars.usda.gov/about_afm/care/

CRIS Search	http://cris.csrees.usda.gov/menu.html
Employee Express Website	http://www.employeeexpress.gov/emain.htm
Ethics Website	http://www.afm.ars.usda.gov/divisions/hrd/hrdhomepage/ethics/ethics.htm
Human Resources Division Index	http://www.afm.ars.usda.gov/divisions/hrd/hrdhomepage.html
National Advisory Council for Office Support Professionals	http://www.ars.usda.gov/afm/nsac/index.html
National Program Staff Home Page	http://www.nps.ars.usda.gov/
OSQR (Office of Scientific Quality Review)	http://www.osqr.ars.usda.gov/index.htm
Pay Tables	http://www.opm.gov/oca/01TABLES/GSANNUAL/index.htm
Policies and Procedures	http://www.ars.usda.gov/afm2/ppweb/frmain.htm
REE Admin & Fin. Mgmt Site	http://www.afm.ars.usda.gov
RPES (Research Position Evaluation System)	http://www.ars.usda.gov/afm2/divisions/hrd/hrdhomepage/rpes/index.html
Standard Position Descriptions	http://www.afm.ars.usda.gov/divisions/hrd/hrdhomepage/Classification/standardpds.html

Another useful website can be found at www.officialcitysites.org This site lists most cities and their county. If you have a traveler going on a trip and you need to know the county to check for per diem rates this is a good site to use. When the homepage comes up choose "Enter Here" and then

on the next screen you will need to choose "United States." This point is a good place to bookmark for later use as one of your favorites. From this screen you can click on the map and choose the state of the travel location or scroll down and click on the state name you need. Once you are on the screen for that state, scroll down and choose "City-Town-Locality Links." Now choose the first letter for the town you need the county for and then on the next screen scroll down until you find the town. Click on the town and on the next screen you will find the town name, location and county. For all those parents out there please note all the useful information provided concerning the states (population, landmass, rank, governor, state flower, state bird, etc). If you've ever had a child decide at 9pm that they absolutely have to know the state flower of Wyoming by school time tomorrow, you'll appreciate this site for a second reason.

Recipes from Sedina Lowe

PEANUT BUTTER OAT BARS

2/3 cups butter or oleo, melted
1/4 cup peanut butter
1 cup packed brown sugar
1/4 cup light corn syrup
1/4 teaspoon vanilla
4 cups quick-cooking oats
1 cup chopped pecans (optional)

TOPPING:

1 cup chocolate chips
«« cup butterscotch or peanut butter chips
1/3 cup peanut butter

In a mixing bowl, combine butter, peanut butter, brown sugar, corn syrup and vanilla; add oats and then nuts, if desired. Press into a greased 13x9x2" baking pan. Bake at 400 degrees for 12-14 minutes or until edges are golden brown. Cool on wire rack for 5 minutes. Meanwhile, for topping, melt chips and peanut butter in a microwave or saucepan. Stir until blended; spread over warm bars. Cool completely in refrigerator before cutting. Yield 4 dozen.

Note: This recipe does not contain flour.

If you have a recipe that you would like to share, please contact one of the PASTG members with the information.